

*Embassy of the of United States of America*

Consular Section, American Embassy  
Madani Avenue, Dhaka-1212, Bangladesh

Please bring the **ORIGINAL** and **PHOTOCOPIES** of birth, marriage, divorce, death and police certificates to your interview. One photocopy is needed for each applicant. We will keep the photocopies and return the originals. If **ANY DOCUMENT** or any legible photocopies are not brought to the interview, the applicant will be rescheduled on another day. Also bring photocopies of any other documents you wish to have returned (such as original tax documents). Any documents (except evidence of relationships) submitted to the Embassy in connection with an application become property of the Embassy and will not be returned. Please do not bring any CDs, VCDs, DVDs, Video Cassettes, cameras or cell phones. You are not allowed to carry any of these items into the Embassy for security reasons. For all documents not originally issued in English, the original Bangla version and an English translation must be submitted to the consular section. Please bring the following documents at the time of interview:

- ☐ **PASSPORT:** Every intending immigrant must have a valid passport regardless of age. The passport must have at least eight months validity beyond the issuance date of the visa.
- ☐ **PHOTOGRAPHS:** Please see the attached photo instruction sheet and bring two (2) photos for each applicant.
- ☐ **APPLICATION FOR IMMIGRANT VISA AND ALIEN REGISTRATION FORM (DS-260):** Each applicant should completely fill out the DS-260 Online Immigrant Visa application form. You may find this online immigration visa application form at <https://ceac.state.gov/IV/Login.aspx>
- ☐ **REGISTERED BIRTH AND DEATH CERTIFICATES:** For detailed information please see attached.
- ☐ **MARRIAGE CERTIFICATES:** For detailed information please see attached.
- ☐ **DIVORCE DOCUMENTS:** For you and/or your spouse, if applicable. These documents must be original or certified copies from any U.S. court or registered Kazi office.
- ☐ **MEDICAL REPORT:** After receiving the appointment letter, applicants may get their medical test done at their own convenience. For more information on the medical report please see the attached instructions.
- ☐ **AFFIDAVIT OF SUPPORT:** An original I-864 Affidavit of Support (AOS) is required from the petitioner for each immigrant visa applicant. Additional Affidavits from other individuals ("joint sponsors") may be submitted if the petitioner's income is not sufficient to support all of the applicants. An original copy of a notarized INS form I-134 is required for employment categories (skilled and unskilled) from the company for the principal applicant. An I-864 will be required in all follow-to-join cases from the family member in the United States. **If your petitioner has already submitted it to NVC, you do not need to bring it again.**
- ☐ **INCOME TAX RETURNS:** AOS's should be accompanied by copies of U.S. federal income tax returns and supporting W-2 forms for the year on which the Affidavit of Support was executed, current employment letter(s), pay stubs and relevant bank statements.
- ☐ **EVIDENCE OF FAMILY RELATIONSHIP:** Please bring wedding and/or family pictures, letters, etc. as evidence of the claimed relationship. Please try to bring photographs that demonstrate your relationship to your petitioner over time, as well as photos that demonstrate your relationship to the derivative applicants in your case (if any). Please label the photos, clearly identifying the petitioner and each beneficiary. Do not bring large albums. Instead, remove all relevant photos from the album and place them in an envelope. Note that if you cannot present convincing proof of the relationship between petitioner and beneficiary, your case will be significantly delayed or a DNA test may be requested.
- ☐ **PROOF OF PETITIONER'S RESIDENCY STATUS:** Please bring a clear photocopy of the petitioner's current passport, green card or naturalization certificate.
- ☐ **POLICE CERTIFICATES:** For detailed information please see attached.
- ☐ **FEES:** **If your agent has already paid the visa processing fee in the U.S.A, you do not need to pay again.** If the agent has not paid the fees each immigrant visa applicant must be prepared to pay the visa processing fee of US \$325 (or equivalent Taka). Only cash (US Dollars or BD Taka) is accepted. Please see attached for detailed information regarding visa processing fee of different categories of immigrant visas.